



National Science Foundation

Competitive Position Vacancy

ANNOUNCEMENT NO: E20010238

OPEN: 08/16/01

CLOSE: 09/17/01

***Vacancy announcement may close 14 days from opening date without notice.**

THIS IS POSITION WILL BE FILLED ON A ONE OR TWO YEAR VISITING SCIENTIST, TEMPORARY, OR INTERGOVERNMENTAL PERSONNEL ACT (IPA) BASIS.

Initial assignments under the IPA may be made for a period of up to two years. Individuals eligible for an IPA assignment include employees of State and local government agencies or institutions of higher education, Indian tribal governments, and other eligible organizations in instances where such assignments would be mutual benefit to the organizations involved. The individual remains an employee of the home institution a cost-sharing arrangements are generally negotiated between NSF and the home institution.

POSITION VACANT: Oceanographer (Assistant Program Director), AD-1360-2, Salary ranges from \$44,352 to \$82,180 per annum; or Oceanographer (Associate Program Director), AD-1360-3. Salary ranges from \$63, 211 to \$99,580 per annum.

PROMOTION POTENTIAL: Oceanographer (Associate Program Director), AD-1360-3.

LOCATION: Directorate for Geosciences, Division of Ocean Sciences, Ocean Section, Biological Oceanography Program, Arlington, VA.

BARGAINING UNIT STATUS: This position is included in the bargaining unit and will be filled in accordance with the merit staffing provisions of the Collective Bargaining Agreement, Article VIII.

AREA OF CONSIDERATION: All Sources.

THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE

If not filled under IPA, appointment to this position will be made under the Excepted Authority of the NSF Act. Candidate who do not have civil service status or reinstatement eligibility will not obtain civil service status if selected. Candidate currently in the competitive civil service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, life insurance) are applicable for temporary appointments of more than one year. Disabled veterans with 30% service-connected disabilities as well as other applicants with severe disabilities will be considered without regard to the closing date if applications are received prior to final selection.

DUTIES AND RESPONSIBILITIES:

- Works with program officers or senior researchers to provide an integrated and responsible effort for the Biological Oceanography Program.
- Manages/monitors grants, cooperative and interagency agreements and contracts under purview to ensure fulfillment of commitments to and by NSF; evaluates program content and progress through review and evaluation of reports and publications submitted by awardees and/or by meeting either at NSF or site visits. Plans budget for the program and allocates resources within the budget distributing scarce resources among major competitive programs.

- Prepares reports and recommendations for NSF on the accomplishments of the Foundation programs under his/her cognizance, the status of research facilities, availability of manpower, fiscal needs of various research activities, etc.
- Recommends/implements new or revised policies and develops technical, fiscal and administrative approaches to improve the activities and management of the program.
- Serves as the NSF's representative within the scientific community, Federal agencies and outside organizations.

QUALIFICATIONS REQUIRED: **For the AD-2 level:** Applicants must have a Ph.D. or equivalent experience in oceanography or related field; or a masters degree in appropriate field plus two or more years of successful research, research administration, and/or managerial experience pertinent to the position. **For the AD-3 level:** Applicants must have a Ph.D. or equivalent experience in oceanography or related field plus four or more years of successful research, research administration, and/or managerial experience pertinent to the position.

CONDITIONS OF EMPLOYMENT: Appointment to this position is contingent upon successful completion of the appropriate background investigation. Satisfactory completion of a one year-trial period is also required.

HOW TO APPLY: You may apply for this position with the Optional Application for Federal Employment (OF-612), the older Application for Federal Employment (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below). You must also submit a current Performance Appraisal or letter(s) of recommendation from professionals who can comment on your capabilities.

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: ♦ Your country of citizenship. ♦ Your social security number. ♦ Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. ♦ Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. ♦ If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. ♦ The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

Submit all application material to National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20010238. In addition to the required application materials, you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only. For technical information call Dr. Phillip Taylor, Program Director, Biological Oceanography Program, on (703) 292-7370. For additional information call Myra Loyd, on (703) 292-4363. Hearing impaired individuals may call TDD (703) 292-8044.

**NSF IS AN EQUAL OPPORTUNITY COMMITTED TO EMPLOYING A
HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION**

**NATIONAL SCIENCE FOUNDATION
APPLICANT SURVEY**

**OMB No. 3145-0096
Expiration: August 2002**

Vacancy Ann. #: _____

Position Status (temporary/permanent): _____

Position Title/Series/Grade: _____

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date: _____

2. Year of Birth: _____

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

01 - Newspaper (specify)

02 - Contact with NSF Personnel Office

(Agency Bulletin Board or other Announcement)

03 - NSF-initiated personal contact

04 - Science Magazine, or other professional journal or magazine

(specify)

05 - Affirmative Action Register

06 - Attendance at conference, meeting or job fair

(specify)

07 - NSF recruitment at school or college

08 - Colleague referral

09 - NSF Bulletin

10 - Federal, State or local job information center

11 - State vocational rehabilitation agency or

Veterans Administration

12 - State employment office

13 - School or college counselor or other official

14 - Private job Information service

15 - Private employment service

16 - Friend or relative working at NSF

17 - Friend or relative not working at NSF

18 - NSF website

19 - Internet or other website

20 - Other (specify)

4. Please select the racial/ethnic category with which you most closely identify yourself. (Circle the appropriate letter)

A. **American Indian or Alaskan Native.** A person having origins in any of the original peoples of North America, who maintains cultural identification through tribal affiliation or community recognition.

B. **Asian or Pacific Islander.** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Korea, the Philippine Islands, and Samoa.

C. **Black, not of Hispanic origin.** A person having origins in any of the Black racial groups of Africa. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.

D. **Hispanic.** A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

E. **White, not of Hispanic origin.** A person having origins in any of the original peoples of Europe, North Africa or the Middle East. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origin.

5. Sex (Circle the appropriate letter.) F - Female M - Male

6. Please provide Information on your disability status by circling the appropriate category below:

1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis; 6. Complete paralysis; 7.

Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10. Severe distortion of limbs and/or spine; 11. I have a disability but it is not listed.

FOR AGENCY USE

Agency Code: _____

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER